

## Civil Rights Compliance

1. Present the FNS 113 regulation to all staff members that have any contact or control during a meal or milk service.
  - a. Annually, prior to July 1 of current school year.
  - b. Documents available on RCCI website or at <http://www.wellness4you.nv.gov> (translator available)
2. Individual or self-study.
  - a. Current year challenge.
  - b. When challenges are complete, request the answer key from the state agency.
    - i. Grade challenge.
    - ii. Provide remedial assistance to staff member.
    - iii. Send a copy or scan of the first page of all the graded challenges to the state agency when training complete with letter of transmittal.
3. Group training.
  - a. Agenda.
  - b. Outline of Presentation.
  - c. Signed roster of staff in attendance.
4. Forward documentation to state agency upon completion.